The Learning Centre
Academic Learning and Language & Mathematics
Online Workshops: Semester 2 2012

USQ

Week 1 | 16 – 20 July	
Time Management: this workshop will explore ways to manage your time and organise your life so that you achieve a winning balance.	**Online:** Wednesday 6.30 – 8.00pm
Scientific Calculator Refresher: +/-,x/÷,%, fractions and mixed numbers, use of (), rounding and approximating, using memory, trig functions, scientific notation, powers and roots.	**Online:** Monday 6:30 – 8:00 pm
Week 2 | 23 – 27 July	
Research Skills: in this workshop we offer advice on how to research more efficiently, how to select material, how to store and retrieve your research and how to apply it in assignments.	**Online:** Wednesday 6.30 – 8.00pm
Calculator Refresher for Statistics: Investigation of the "statistics mode" of scientific calculators to enter data, and find mean and sample standard deviations.	**Online:** Monday 6:30 – 8:00 pm
Week 3 | 30 July – 3 August	
Organise Your Thinking: this workshop demonstrates Mind Mapping, which may help you organise your ideas for assignments.	**Online:** Wednesday 6.30 – 8.00pm
Basic Algebra Refresher: this workshop introduces a range of appropriate formulae that require simple direct substitution; identifying/gathering relevant data and managing units; rearranging the subject of the formulae to suit the particular problem.	**Online:** Monday 6:30 – 8:00 pm
Algebra Refresher for Engineering Students: Factorising functions, expanding brackets, solving linear equations simple and complex, solving quadratic equations, index laws, and scientific notation and solving simultaneous equations.	**Online:** Tue 6:30 – 8:00 pm
Week 4 | 6 – 10 August	
Teamwork: In this experiential workshop participants will develop understanding of the difference between groups and teams and learn some important processes necessary for working well in teams.	**Online:** Wednesday 6.30 – 8.00pm
Introduction to using MATLAB for calculations and graphing: Getting started with MATLAB, using MATLAB for calculations, plotting and the basics of vector inputs.	**Online:** Monday 6:30 – 8:00 pm
Mathematical Problem Solving: This workshop presents a comprehensive list of problem solving strategies allowing students to use a checklist approach to problem solving.	**Online:** Thursday 6:30 – 8:00pm
Week 5 | 13 – 17 August	
Academic Writing: This workshop focuses on how to write effective paragraphs, how to organise and structure assignments and how to build an academic argument.	**Online:** Wednesday 6.30 – 8.00pm
Graphing Refresher: This workshop covers plotting points, finding the gradient, the equation of a straight line and features of a good graph.	**Online:** Monday 6:30 – 8:00 pm
Week 6 | 20 – 24 August	
Giving presentations: What makes a PowerPoint? This workshop will help you to make the most of a presentation opportunity.	**Online:** Wednesday 6.30 – 8.00pm
Typing Maths in Word for assessment: Students are introduced to the Math Type package to type mathematics and symbols into their assignments for electronic submission.	**Online:** Monday 6:30 – 8:00 pm
Week 7 | 27 – 31 August	
Referencing and academic integrity: This workshop will help you to be sure you've put references in the right places: it's the how, why and when of referencing.	**Online:** Wednesday 6.30 – 8.00pm
Probability Refresher: Basic probability rules, binomial problems and normal probabilities.	**Online:** Monday 6:30 – 8:00 pm
Week 8 | 3 – 7 September	
Understanding grammar: This popular workshop discusses common grammatical errors and shows how to avoid them.	**Online:** Wednesday 6.30 – 8.00pm
Week 9 | 10 – 14 September	
Preparing for exams: In this workshop we discuss tips and skills to help you prepare for examinations, including how to organise, plan and process information.	**Online:** Wednesday 6.30 – 8.00pm

Book online at
www.usq.edu.au/learningcentre/workshops/learnskills

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